



Emergency Resource List

Appendix to 2008-09 Planning Handbook

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Introduction

Emergency Resource Lists (ERL) is a county Emergency Managers list of resources available for use in an emergency. Training on the classification and NIMS Typing and use of emergency resources is critical to allow for interoperability between inter-county agencies, counties, state, and federal responders. Under the Emergency Support Function (ESF) format, resources are categorized primarily by capability and not by ownership. Listing of a resource under an ESF does not infer that who ever is managing that ESF category owns, controls, or can commandeer that resource, but only that the resource may be available for use in an emergency as described by that ESF. The resources are broken down and categorized by four areas: capability, function, kind of resource, and detailed description. Best fit NIMS Typing is encouraged for use in the detailed descriptions and exceptions can be noted if necessary. Resource may be listed multiple times if they are dual use or their nature of operations primarily lends them to multiple capabilities groups (ESFs). The Emergency Resource List Template is a MS Excel Workbook. It contains fields to which information can be entered to describe, locate, and contact the resource in an emergency. General recommended description and instruction are listed at the top of each worksheet to give guidance that is pertinent to that particular worksheet.

County Emergency Resource Lists are authorized pursuant to KRS 39B.030 (3) and are administered by The Kentucky Division of Emergency Management under 106 KAR 1:200. Section 2 (1) (c), (d).

Training for Resource Managers

Recommended Training

For those involved in emergency management the following independent study classes and advanced classroom training are recommended to give each participant a common reference point for developing Emergency Resource List for county planning efforts. These classes are a recommendation only and may

be expanded or reduced by Local or County Emergency Managers and Planners in order to better fit time and training requirements. Recommended Minimum training includes;

National Incident Management System/Incident Command System (NIMS/ICS):

- IS-701 Multi Agency Coordination Systems
- IS-703 NIMS Resource Management
- IS-800.B National Response Plan/Framework (Introduction)

Advanced Classroom Training

- ICS-300 Intermediate Incident Command System

Developing County Emergency Resource List

What is a County Emergency Resource List?

A County Emergency Resource List (ERL) is a catalog of resource immediately/nearly immediately available to a local government for use in an emergency. The ERL should be comprehensive, identifying and cataloging structures, vehicles, equipment, and personnel and/or team or task forces that can be deployed or used by the county to assist during an emergency.

What is a County Emergency Resource?

An emergency resource is any resource that is controlled by a local government, is regularly contracted by a local government, or of which a Memorandum of Understanding exists between the resource and local government for use in an emergency.

Are you cannibalizing your resource?

Resources generally come in as a joint combination of equipment, vehicle, and personnel. Separating out key components of a resource such as radios in police cars or the amount of large diameter hose on a fire truck as separate resources may degrade the capability of this piece of equipment in other portions of the ERL.

(Example: Ranger Fire Department has 16 VHF handheld radios. Ranger Fire Department has 14 firefighters to whom a radio is assigned. In this case 14 of 16 radios are assigned to a unit (firefighter) who without that piece of equipment may cease to effectively function.)

Capability vs. Ownership

During an emergency ownership is less important than the capability of a resource. The ESF structure is based on this premise. It does not mean that any particular ESF can take control, commandeer, or command a resource owned by any agency or group, but only that a listed resource is possibly available to an ESF manager for tasking during an emergency.

(Example: Ranger County Road Department owns a 15 passenger van it normally uses to transport workers from worksite to worksite. In this case the Road Department (ESF 3) holds a capability that is an ESF 1 (Transportation) resource.)

Emergency Vehicles

An emergency vehicle is any vehicle that is equipped with equipment (sirens & warning lights) that would allow it to respond in an emergency mode. Some emergency vehicles may be found to have properties that could place them into rolls of capabilities outside of normal operations for an emergency vehicle. As such, emergency vehicles should always remain in an ESF resource list associated with emergency services.

Out of County Resources

Some of the primary resources for your county may exist outside of your county. These resources should be listed as your county's resource if it meets the criteria defined as a County Emergency Resource (see above).

(Example: Ranger County's primary hospital facility is located in adjoining French Co. and Ranger Co. has a MOU with them.)

Kentucky Emergency Resource List Template

ESF Format

Under ESF ERL formatting of resources are divided by ESF Capability Groups (i.e. ESF-1 Transportation ...). Within each ESF group, resources are placed into one of four categories. These categories are:

Fixed Facilities – buildings or facilities that can be used as an emergency resource

Vehicles – units that can move on under their own power or can be pulled powered unit.

Equipment – units that provide a capability independent of a fixed facility or vehicle.

Teams – individual personnel, groups of personnel and equipment organized into teams or taskforces.

NIMS Resource Typing

In pursuance to Homeland Security Presidential Directive 5-15:

The Secretary shall develop, submit for review to the Homeland Security Council, and administer a National Incident Management System (NIMS). This system will provide a consistent nationwide approach for Federal, State, and local governments to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, and local capabilities, the NIMS will include a core set of concepts, principles, terminology, and technologies covering the incident command system; multi-agency coordination systems; unified command; training; identification and management of resources (including systems for classifying types of resources); qualifications and certification; and the collection, tracking, and reporting of incident information and incident resources.

Emergency Managers are encouraged to use the NIMS Typing System where applicable through out the ERL.

Describing a Resource

The ERL template describes a resource in four ways.

1. Capability – Through specifying which ESF Capability Group.
2. Function – By categorizing a resource as a fixed facility, vehicle, piece of equipment, or teams.
3. Kind of Resource – A drop down lists of common items in the template allows a resource to be described in common terms.
4. Description Field – The description field allows the emergency manager to give specific critical information about resource. Critical information generally includes information like size, detailed capability, and/or more detailed descriptors (NIMS Typing).

When possible use best fit NIMS Typing (i.e. Type I, II, III, IV...) in the description field. If a piece of equipment, vehicle, or team fits a NIMS Typing except for slight variations after the Type description list exceptions.

(Example: Fire Engine Type I - less two man cab)

Listing Resource Multiple Times

All resources have a primary capability or capabilities and by their very nature or because they are dual use can be listed in multiple place within the ERL. Resources that have multiple primary capabilities should likely be listed under multiple ESF Capability Groups. However, many resources have secondary uses as well, but secondary uses may reduce the capability of the resource perform it's primary function and likely should not listed as a resource under a secondary capability.

(Example: Ranger County Fire Department has a Rescue/Pumper Fire Truck with a 1000 GPM pump / 500 gal. tank / basic rescue equipment / 3000 watt truck mounted generator. In this case the fire truck should likely be listed under ESF-4 (Firefighting) and ESF-9 (Rescue) due to its primary capabilities. However, it's secondary as use as a power generator could diminish its capacity to perform its primary functions making a poor candate for listing under ESF-3/12 (Public Works & Energy).)

Using the County Emergency Resource List Template

The county Emergency Resource List Template is a MS Excel Workbook. It is divided into 14 categories based on the ESFs. ESF groups have as many as four function pages: fixed facilities, vehicles, equipment, teams. Information such as kind, owner or name, physical address and/or GPS location, county, description, as well as primary & alternate point of contact (POC) information has fields where they can be entered.

Drop-down Menus

Under the Kind of Resource field in the template drop-down menus have been created. They list the most common kinds of equipment that are normally placed under that page. Other is also selection under the drop down list to be used for any item that does not fit as a specific kind of resource.

Locked Cells & Limitation

Non-entry cell are locked to prevent accidental changes to core areas of the document. Entry cells are may be accessed to enter information and sort by any of the fields. Cells will automatically expand to accommodate information entered into that field. Pages are limited to 200 entries. (If you have more that 200 entries for a page contact the county planner for a personalized template.)

Page Printing

To print the pages without formatting problems:

1. Highlight all entries.
2. Select **File, Print**, under **Print what** select **Selection**.
3. **Click OK**

It is not recommended that any changes be made to the **Page Setup**, as they have been preset for optimum printing.

Law & Regulation

KRS 39B.030 (3) Powers, authorities, rights, and duties of local director -- Development of organizational structure.

To develop and maintain a local emergency operations plan entitled "county emergency operations plan," or "city emergency operations plan," or "city/county emergency operations plan," as appropriate, the provisions of which shall establish the organizational structure to be utilized by local government to manage disaster and emergency response, and set forth the policies, procedures, and guidelines for the coordination of all disaster and emergency response in the county and all the cities therein for an emergency, declared emergency, disaster, or catastrophe. The local emergency operations plan shall be developed consistent with the appropriate provisions of the Kentucky emergency operations plan, the provisions of KRS Chapters 39A to 39F, planning guidance issued by the division, and administrative regulations promulgated by the division. The local emergency operations plan shall be officially adopted by signed executive order of the county judge/executive or mayor. The executive order shall be filed with the office of the clerk for the local jurisdiction and a copy placed in the local emergency operations plan. A copy of the local emergency operations plan, and all revisions or updates thereto, shall be submitted by the local director to the Division of Emergency Management for concurrence review and reference. The local emergency operations plan shall be a component of the integrated emergency management system of the Commonwealth, and subject to the Kentucky Emergency Operations Plan, shall be the primary local strategic planning document governing the coordination of all disaster and emergency response in the county, city, or the county and the cities therein, and shall be applicable to, utilized by, and adhered to by, all local emergency response departments, agencies, and officials of the local disaster and emergency services organization in the county and the cities therein. The local emergency operations plan shall be updated not less than annually;

106 KAR 1:200. Section 2 (1) (c) (d) Local plan.

Section 2. Local Plan Requirement.

(1) A local plan shall:

- (c) Catalogue emergency management and response personnel, equipment, facilities, supplies, materials, and services;
- (d) Name the public, private, and volunteer personnel, agencies, entities, and departments comprising the membership of a local disaster and emergency services organization;

Emergency Resource List

Resource Description Recommendations

ESF 1

Fixed Facilities

Airport – number of runways, length of runways, number of terminals, lighting, hours of operations, types of fuel available

Heliport – number of pads, lighting, and fuel availability

Rail Yard – special facilities or capabilities

Bus Terminal – bus capacity, fuel availability, hours of operation

Vehicles

Bus – passenger capacity

Van – passenger capacity

Wheel Chair Bus/Van – passenger capacity and wheel chair capacity

Taxi – (no specific details required)

ESF 2

Fixed Facilities

911 Communication Centers – number of telephone lines, number on normal on-duty operators, and number of consoles

Equipment

(Radio Equipment to be listed under this section is equipment set aside for special events and is not assigned or part of normal operations)

Base Stations – frequency range or frequencies assigned, number of channels, transmit power

Handheld Radios -- frequency range or frequencies assigned, number of channels, transmit power

Mobile Radios -- frequency range or frequencies assigned, number of channels, transmit power

Cell Phones – (no specific details required)

Universal Contact List

The Universal Contact List is to be use for any individual, company, or resource that can not be placed under a standard ESF heading. An example of this would be county

and/or city officials or employees not associated with an ESF that may need to be contact in event of an emergency.

ESF 3

Fixed Facilities

Water Plants – production capacity (per hour, day)

Water Storage – (i.e. water towers) storage capacity

Power Plants – type of fuel(s), power production capacity

Natural Gas Stations – (this include above ground storage only and also includes natural gas, liquid petroleum, propane, and any other

type of “gaseous” fuel of storage capacity of 10,000 gallons or larger) type of fuel, storage capacity

Fuel Storage – (this includes gasoline, diesel, kerosene, and ethanol of a storage capacity of 10,000 gallons or larger) type of fuel, storage capacity

Salt Storage – (bulk storage only) storage capacity

Vehicles

Light Duty Pick-ups/4X4 Light Duty Pick-ups – (payload weight less than 2100 lbs. (i.e. Ford F150)) (no specific details required)

Heavy Duty Pick-ups/4X4 Heavy - (payload weight greater than 2100 lbs. (i.e. Ford F150)) (no specific details required)

Dump Truck – cubic yard dump capacity

Crane – wheeled or tracked, boom length, lift capacity

Backhoe Loaders – bucket capacity, scope capacity

Excavators – wheeled or tracked, boom length, scope capacity

Dump Trailers – cubic yard dump capacity

Drop Deck Trailer – length, gross weight capacity

Tub Grinder – drum size
Water Truck – potable or not potable, capacity

Loader – wheeled or tracked, bucket capacity or type of attachment

Wood Chipper – chipper intake capacity

Message sign - (no specific details required)

Bucket Truck – boom length

Tractor – horse power

Road Grader – blade width

Trash trucks – capacity

Dozer – articulating blade or not, blade width, horsepower

Equipment

Air Conditioners/Heaters – (minimum BTUs cooling/heating 40,000 portable) gas or electric, BTUs

Air Curtain Burner – cubic feet fire box

Chillers & Air Handler – ton capacity

Welder – (minimum 210 amp) amperage

Cutting Torch – type

Concrete Saw - (no specific details required)

Chain Saw - blade length, horsepower

Snow Plow – blade width

Water pump – (minimum 120 GPM) gas or electric, gallons per minute

Trash pump – (minimum 120 GPM) gas or electric, gallons per minute

Ventilation/Exhaust Fan – diameter of fan

Electrical Generator – fuel type, wattage capacity

ESF 4 Vehicles

Pumper – Use best fit NIMS Typing or list pump capacity, water tank capacity, personal capacity, and any special features.

Rescue Pumper – See Pumper details additionally list rescue capability.

Tanker - Use best fit NIMS Typing or list pump capacity, water tank capacity, and any special features.

Ladder - Use best fit NIMS Typing or list pump capacity, water tank capacity, personal capacity, ladder length, and any special features.

Brush/Grass - Use best fit NIMS Typing or list pump capacity, water tank capacity, personal capacity, 4X4 capability, and any special features.

Mobile Air – air capacity and any special features

Utility – any special features

Command – any special features

Transport – passenger capacity and any special features.

ESF 5 Fixed Facilities

Emergency Operations Center – communications capabilities (i.e. HAM radio, number of telephone lines, internet capabilities), any special features.

Vehicles

Mobile Command Center – type (i.e. goose neck trailer), communications capabilities (i.e. HAM radio, number of telephone lines, internet capabilities), any special features. (this category is for not self propelled mobile command vehicles)

Mobile Command Vehicles – type (i.e. Suburban), communications capabilities (i.e. HAM radio, number of telephone lines, internet capabilities), any special features. (this category is for self propelled mobile command vehicles)

Aircraft – type, range, any special features

ESF 6

Fix Facilities

Shelter – duration capability (i.e. overnight, 1 day, 1 week), shelter capacity, feeding capacity, any special features

Feeding Center – seating capacity, meal production capacity, any special features

Vehicles

Mobile Kitchens – meal production capacity, any special features

Shelter Trailers – number of people that can be served by trailer, any special features

Emergency Response Vehicles – general capabilities

Equipment

Food Equipment – general description of use or capability

Blankets - (no further description needed)

Cot – (no further description needed)

Pillows - (no further description needed)

Comfort Kits - (no further description needed)

ESF 7

Fixed Facilities

Warehouse/Warehouse Refrigerated – square footage of dry storage and or refrigerated storage, climate controlled or not, and loading/unloading capabilities.

Points of Distribution – any special capabilities

Vehicles

Cargo Van – cargo capacity

Box Truck – cargo capacity

Refrigerated Truck - cargo capacity

Flat Bed Truck - cargo capacity

Dry Freight Trailer - cargo capacity

Refrigerated Trailer - cargo capacity

Road Tractor – (no further description required)

Equipment

Forklift – lift capacity

ESF 8

Fixed Facilities

Hospital – number of general population beds, number of ICU beds, number of ER beds, any special capability

Health Departments – any special capability

Morgues – capacity

Temporary Morgues – capability description

Vehicles

Ambulance – NIMS Type or ALS or BLS, patient capacity, any special capabilities

Mass Causality Unit – capabilities description

Coroner Van – capacity

ESF 9

Vehicles

Light Rescue – general capabilities description (light rescue refers to chassis bodies in lengths from 10' to 14')

Medium Rescue - general capabilities description (medium rescue generally chassis lengths from 14' to 20')

Heavy Rescue - general capabilities description (heavy rescue generally refers to chassis lengths from 20' to 26')

Rescue Pumper – (see pumper under ESF 4) additionally list general capabilities of rescue equipment

ATV – (no further description needed)

ATV Utility – cargo capacity, any special capabilities

Boats – type of hull, motor or no motor, passenger capacity, any special capabilities
Dive Boat - type of hull, passenger capacity, any special capabilities

ESF 10

Vehicles

Hazmat Rigs - general capabilities description (hazmat rig is generally a self propelled vehicle dedicated to hazardous materials response)

Hazmat Trailer - general capabilities description (hazmat trailer is a dedicated to trailer hazardous materials response)

Equipment

Plug/Patch Kit - general capabilities description

Field Test Capability - general capabilities description

Absorbent Pad/Booms - general capabilities description

Decon Zoomroll/Tent – size, any special capability

Portable Weather Station – (no further description required)

Decon Pool – size

Level A, B, C PPE - (no further description required)

Responder Shower – capacity

ESF 11

Fixed Facilities

Agricultural Points of Distribution – (no further description required)
(A point of distribution capable of distributing hay or other large volumes of animal feed)

Hay Storage – dry storage or not, capacity

Grain Storage – capacity

Livestock Holding – capacity and livestock types (i.e. large livestock, small livestock)

Vehicles

Animal Control Vehicles - general capabilities description

Hay Trailer - Round Bale – bale capacity

Grain Truck – cargo capacity

Hay Trailer – Square Bale – bale capacity

Livestock Trailer – trailer length
Livestock Truck – length of cargo area

Equipment

Temporary Corrals - (no further
description required)

Tractor – horsepower

Tractor w/hay spike – horsepower

ESF 13

Fixed Facilities

Detention Facility – prisoner capacity

Vehicles

SWAT - general capabilities
description

Prisoner Transport – prisoner
capacity

Aircraft – type, range, any special
capability

Equipment

Bomb Disposal - general capabilities description

ESF 15

Fix Facilities

Radio Station – frequency, output
wattage, hours of operation

Newspaper – general circulation,
region of news coverage

Television Station – channel or
frequency, output wattage, hours of
operation

Teams

The team's pages refer to specialized individuals, general manpower, specialized teams, and taskforces. All items descriptions should best try to describe their capability. Teams and taskforces should describe groups by listing number and/or types of personnel and equipment grouped with a team or taskforce.